



## **MyGS1 – Sharing and Viewing Verification Reports**

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## General Overview

Members of GS1NZ both apply for Bar Code Verification reports and have access to past reports on-line within MyGS1. The final completed reports are emailed to the member who then, if applicable, forwards to their interested trading partner. This project relates to allowing their trading partner to access these reports themselves via MyGS1 or collect key results via a standard Application Program Interface (API).

Once members have a completed bar code verification report the results are able to be viewed by trading partners if the report is shared with them. Trading partners are only able to view reports and access the results for reports shared with them. Reports can be shared with one or multiple trading partners, with the member who completed the report deciding which potential trading partners can view it. There are three methods available to setup the sharing of completed reports with trading partners: setting automatic business rules, as part of the application process and searching for a completed report then selecting the sharing setup.

## Data Provider Section – Sharing Reports

This section details the multiple methods available for members to setup the sharing of their reports.

### *Automatic Business Rules*

The automatic business rules section of MyGS1 allows a member to set over-riding rules that are applied to all reports once they are completed. This allows for a simple, hassle free method of granting trading partners access to completed reports. Furthermore the selections and settings chosen will flow through to the application page section, making the application process simpler.

Please note: these settings can only be setup or changed by the administrator (default contact) for the member, other users against a member will see this section as read only.

Once logged into MyGS1 this section can be found by clicking on 'Verify your barcode scans' followed by the sub-heading 'Sharing your reports.'

	No Reports	PASS reports	All Reports
Bunning's Head Office	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Foodstuffs (NZ) Ltd	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Apply these rule updates to **ALL** previous and future reports  
 Apply these rule updates to **FUTURE** reports only

SAVE

Once the page is loaded all applicable trading partners with whom your reports can be shared are viewable. Against each trading partner options for sharing reports are: no reports are automatically shared, only passing reports are automatically shared or all reports are shared. Different selections can be made against each potential trading partner.

Once these selections are made the user must decide if these rules are to be applied to all existing reports, or alternatively only to reports completed from now on. Following this selection clicking 'Save' will prompt the user to confirm the on page selections.

### Application Process

During the bar code report application process in MyGS1 the user is required to view the 'Company Access' section which details the trading partners with whom the report will be shared.

**Barcodes you'd like verified**

Purchase order number

Return my product sample  [What is this?](#)

Keep my product sample confidential  [What is this?](#)

Priority  [What is this?](#)

Community Visibility Date  [What is this?](#)

[GTIN](#)  [What is this?](#)
 [Supplier SKU/Item Number](#) [What is this?](#)  
 [Brand](#)  [What is this?](#)  [Net Content](#) [What is this?](#)  
 [Sub Brand](#) [What is this?](#)  [Net Content Unit of Measure](#)  [What is this?](#)  
 [Functional Name](#)  [What is this?](#)  [Hand Scanning](#) [What is this?](#)  
 [Variant](#) [What is this?](#)  [Omni-directional Scanning](#) [What is this?](#)  
 [Trade Item Description](#)  [What is this?](#)  [Automated Scanning](#) [What is this?](#)

Auto-Fill

**Company Access**

**Required Fields**    [Why so much detail?](#)

GTIN	Trade Item Description	Supplier SKU	Variant	Net Content	Net UOM
No barcodes entered.					

### STEP 3. Submit your application

When this section is opened for viewing the user can select the trading partners able to view the report once it is completed. These settings will be set to reflect the automatic business rules applied for the member.

**Company Access**

Bunning's Head Office  Foodstuffs (NZ) Ltd

**Required Fields**    [Why so much detail?](#)

GTIN	Trade Item Description	Supplier SKU	Variant	Net Content	Net UOM
No barcodes entered.					

The share selections, as part of the application process, need to be made per report request.

### *Search Past Reports*

Once a report is completed the sharing settings can be reviewed and changed per report if needed. After having logged into MyGS1 this section can be found by clicking on 'Verify your barcode scans' followed by the sub-heading 'Search Past Reports.'

**Search your verification reports**


Search your reports using any combination of the following fields.


Barcode

Report number

From date (dd/mm/yyyy)

To date (dd/mm/yyyy)


Company(s) with verification access  

Company(s) without verification access  

Report Status

Only show passed reports

Only show valid reports (< 1 year old)

Search for the report (or reports) you wish to view sharing settings for. Once identified in the table below the search criteria click the share  icon.

Barcode	Description	Report number	Date	Status	Send
NZ194276	Tim Test Sample	NZ194276	8/4/2011	In progress	
94123456	Ed g	<u>External</u>	4/10/2011	N/A	 
94123456	Eddie Upload Test 1	<u>External</u>	22/9/2011	N/A	 
94123456	Ed Raid test post	NZ194664	11/7/2011	Requested	

This will load a pop-up box with the share details. In this box new selections or changes can be made and then saved.

94123456   Ed g   External   4/10/2011   N/A



**Verification Company Access**

Select companies granted access to this report

Eunning's Head Office    Foodatuffa (NZ) Ltd

### *External Loading*

For those reports which are not completed by GS1 New Zealand, but are mutually recognized GS1 Verification Reports (ie. GS1 Australia reports), these can be loaded up into the system for your trading partner to download and view.

Once logged into MyGS1 this section can be found by clicking on 'Verify your barcode scans' followed by the sub-heading 'Sharing your reports.' On the page click into the additional tab labeled 'Upload and Share other Reports'. Fill out the form, upload the applicable mutually recognized report and select the trading partners with whom the report will be shared. Having completed the form click 'Add' to load the details to the table. The user can now either load another form to the table or upload all the table entries into the system.

**Sharing Settings** | **Upload and Share other Reports**

To share verification reports from other sources (eg. GS1 Australia) with your trading partners, please upload reports below.

- Barcode What is this?
- Brand What is this?
- Sub Brand What is this?
- Functional Name What is this?
- Trade Item Description What is this?   Auto-Fill
- Select Upload File
- Variant What is this?
- Supplier SKU/Item Number What is this?
- Net Content What is this?
- Net Content Unit of Measure What is this?

Select companies granted access to this report

Bunning's Head Office       Foodstuffs (NZ) Ltd

**Required Fields**

Barcode	Trade Description	SKU	Upload File
No external reports entered.			

## Data Recipient Section – Viewing Reports

This section details the method for a recipient of shared reports to search and view results in MyGS1. For further details around accessing this data via an API please contact GS1 New Zealand directly for assistance.

### *Searching*

Using the search criteria find the reports for which results need to be viewed.

## View Barcode Verification Results

**Search your verification reports**


Search your reports using any combination of the following fields.


Barcode (GTIN)

SKU/Item Code number

Supplier Name

Global Location Number (GLN)

From date (dd/mm/yyyy)  

To date (dd/mm/yyyy)  

Only show valid reports (< 1 year old)

Only show most recent report completed

**SEARCH**

The 'Supplier Name' search field contains fuzzy logic to help the user find reports from a particular GS1NZ member. Please remember our records of company names could differ slightly from other systems, this logic should help the user in these cases.

Supplier Name

Global Location Number (GLN)

From date (dd/mm/yyyy)

To date (dd/mm/yyyy)

Only show valid reports (< 1 year old)

Ashburton Hydroponic Growers

GG's Hydroponics Ltd

Hydroflow Distributors Ltd

Hydroflow Industries Ltd

Hydroponic Fresh

Hydroponic Wholesalers Ltd

Hydroponically Grown Ltd

Riverlea Hydroponics

### Viewing

Search results are listed in the table below the search criteria. Basic details are visible, such as pass or failing report.

Barcode	Description	Supplier	Date Tested	Valid To	Status	View
94123456	Ed g	GS1 New Zealand (Internal Account)	4/10/2011	4/10/2012	N/A	
94561234	Eddie Demo Test 1	GS1 New Zealand (Internal Account)	31/8/2011	31/8/2012	Pass	 
07617455509	Stanley Wonder Bar	Stanley Black & Decker (NZ)	7/3/2011	7/3/2012	Pass	 
076174830941	83-094 Stanley 16pce spring	Stanley Black & Decker (NZ)	7/3/2011	7/3/2012	Pass	 

On top of this the report itself can be viewed if needed. The varying icons indicate different views or report details. The kiwi document icon represents a GS1NZ verification report in pdf, the list bullet point list icon represents the online detailed report view while the globe document represents reports from other mutually recognized GS1 reports.

Please note that the supplier of these global report documents is accountable for what is loaded.

## Understanding Detailed Results

The detailed view option leads the user to a webpage view of the verification results. This is exactly the view used for GS1NZ Verification Team Members when generating reports. As such there is slightly more information available on the page compared to the pdf version.

Report Number NZ194666	Unique Identifier (00)1942100000194667	GTIN 94561234
Barcode 94561234	Product Type Label Only	Symbol Type UPC-A
SKU/Item Number 6104-WW	Scan Rate 100	Number of Barcodes 1
Brand Eddie	Sub Brand	Functional Name Demo
Variant Test 1	Net Content 0	Net UOM
Trade Item Description Eddie Demo Test 1		<input checked="" type="checkbox"/> Auto-Fill
Trade Item Hierarchy Level Base Unit	GPC 99999999	

Dimensions	ISO Parameters	Product Measurements	<b>Overall Results</b>	Comments
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	Selected	Pass	Fail	Not Assessed
Location	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hand Scanning	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Automated Scanning	<input type="checkbox"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Omni Directional Scanning	<input checked="" type="checkbox"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Print Method Direct	Contact Eddie Guinness	Purchase Order
Bar Widths Acceptable	Sector Grocery	Interim <input type="checkbox"/>

Conclusion  Pass  Fail  Unavoidable Truncation

[DOWNLOAD](#)


The page will load to the overall results section by default to help allow a user determine failure points quickly. Using the tabbed sections a user can 'drill in' to a particular section to view more information. Of particular importance to a user is the comments section, especially if viewing a failing report as the comments will describe the error and usually how it can be remedied.


## Staffview

### Access

For GS1 New Zealand staff the sharing settings for a particular report can be viewed via Staffview. Once the applicable member is selected these details are accessed via the 'Search Verifications' option.

# Welcome To My GS1 : edg

Member summary 

**Member:** gs1 Web test  [edit]

**Account number:** 011495

**Member since:** 05 January 2009

**Annual Turnover:** One Number Member

**Renewal Date:** 26 October 2011

**Industry Sector:**  
Seafood / Seafood Products  
Farming/Processing

**Website:**

**Your organisations' administrator:**  
Peter Stevens  
[peter.w.stevens@gs1nz.org](mailto:peter.w.stevens@gs1nz.org)  
021577131

**GS1 Territory Manager:**  
[gary.hartley@gs1nz.org](mailto:gary.hartley@gs1nz.org)

**Last Login :**

**Signed in as:**

**Amount due on your account:** \$0.00

Transaction History

Document Register

Certificate of Good Standing

View Notes

Order Verifications

**Search Verifications**

ProductVault

Within this section the staff member can search for a particular GTIN using the various search options available. Please note this screen is a mirror view of the member's section.

**Search your verification reports**

Search your reports using any combination of the following fields.

Barcode

Report number

From date (dd/mm/yyyy)

To date (dd/mm/yyyy)

Company(s) with verification access  

Company(s) without verification access  

Report Status

Only show passed reports

Only show valid reports (< 1 year old)

Barcode	Description	Report number	Date	Status	Send
NZ194276	Tim Test Sample	NZ194276	8/4/2011	In progress	
94123456	Ed g	<a href="#">External</a>	4/10/2011	N/A	
94123456	Eddie Upload Test 1	<a href="#">External</a>	22/9/2011	N/A	
94123456	Ed Raid test post	NZ194664	11/7/2011	Requested	

Within the table below the returned search results are viewable. By clicking the "Share" icon the companies granted access to the report are viewable. Staff members can make and save changes in the pop-up section.

94123456 Ed.g External 4/10/2011 N/A

**Verification Company Access**

Select companies granted access to this report

Bunning's Head Office  Foodstuffs (NZ) Ltd

SAVE CANCEL

94123456 4/10/2011 N/A

## Version History

Document Revision #	Date	Nature of Change/Comments	Author
0.1	23/11/2011	Initial Draft	Eddie Guinness
1.0	01/12/2011	Completed version.	Eddie Guinness